



**Chestermere Minor Hockey Association
Annual General Meeting Agenda June 28, 2020 2pm
@ Camp Chestermere
1041 E Lakeview Rd, Chestermere, AB T1X 1B1**

Present: Shane Hainstock, Melissa Bucar, Edyta Baker, Angela Cranston, Kim Horvath, Jason, MacNeil, Denica Kapy, Deborah Hemsing, Kristine Arthur, Nathan Revoal, Nancy Gunn, Kory Kish, Erin Friesen, Tricia Van Tol, Krista Mainprize, Gurb Tumber, Shannon Dean

Absent: Ken Santarossa, Jeremy Thiemann, Jeff Long, Gary Wilson, Chris Segar, Sabrina Green, Jody Sikora, Byron Guss, Kelly Watkins

1. Call to order by President – 2:09pm

2. Reception of visitors (44 attendees) 17 Board members, 27 from membership

3. Approval of Agenda as presented – Denica Kapy first, Deborah Hemsing second; all in favor, motion carried.

4. Approval of 2019 AGM Minutes – Kristine Arthur first, Melissa Bucar second; all in favor, motion carried.

5. New Business

- **CMHA Annual raffle – motion to approve for upcoming 2020/21 season; Shane Hainstock first, Denica Kapy second; all in favor, motion carried.**

6. President's Report

- *Early end to the season due to COVID had two teams left in playoffs still.*
- *U9 house league B and C level.*
- *Indus would like to merge the U18 level with CMHA and are looking to merge U15 level in future.*
- *No contact in U15 tier 4 and below.*
- *HA is looking at HSL league.*
- *In discussions with the start of the 2020/21 season and how it will start with COVID.*
- *Question on what HA is looking at with unsanctioned hockey leagues? Looking at how to make community hockey better as HSL will not be changing anytime soon. Updates on how we can be better. HC checking will probably not be changing in Peewee. Looking at more Coaching training for community programs, relaxing boarders. Discussion on upcoming meetings being held and communities on the committees.*

Bylaw Changes

Update verbiage to new naming per Hockey Canada in the following Bylaws:

AA COORDINATOR(S) - (1YR TERM)

The AA Coordinator assists to AA Director in all areas as needed. The AA Coordinator reports to the AA Director. There is to be one Coordinator for each Division; U13 AA, U15 AA, and U18 AA. Each Coordinator oversees the Teams in their Division. One person can be the Coordinator for more than one Division. The AA Coordinators are non-voting members of the Board but are encouraged to attend regularly scheduled meetings.

Motion to accept: Albert Snook first, Edyta Baker second, all in favor motion carried.

Equipment Director

EQUIPMENT RESPONSIBILITIES:

The Equipment responsibilities include maintaining accurate records of all CMHA owned equipment and jerseys, supervising the storage area, arranging for the purchase of new equipment and the repair of existing equipment.

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|------------|--|
| Pre-Season | - Inventory all equipment, jerseys, goal tending equipment and accessories. |
| | - Ensure jerseys are sorted by size (U5 to U21) and grouped according to style and numbering sequence. |
| | - All jerseys should be washed, and any name bars removed. |
| | - Arrange for the purchase of any new equipment as approved by the Board of Directors. |
| | - Arrange for the disposal of any excess equipment. |

Motion to accept: Blair Wrathall first, Wade Lester second, all in favor motion carried.

DIVISION COORDINATORS

There is to be one Coordinator for each Division; U5/U7, U9, U11, U13, U15, U18, and U21. Each Coordinator oversees the Teams in their Division. One person can be the Coordinator for more than one Division.

The Division Coordinator reports to the President.

The Division Coordinator are non-voting members of the Board but are encouraged to attend regularly scheduled meetings.

RESPONSIBILITIES:

Participate in the Evaluations process as directed by the Operations Director.

- Participate in the Head Coach selection process as directed by the ~~Coach Director~~ Hockey Development Director
- Assist the Head Coaches with the appointment and/or dismissal of Team Officials
- Assist Team Managers when required with administration and equipment requirements
- To communicate CMHA events to teams in their division
- To report to ~~Coach Director~~ Hockey Development Director on a regular basis

- Assist and facilitate the resolution of any conflicts arising from players, Managers, Coaches, or parents throughout the year.

Motion to accept: Krista Mainprize first, Gulp Tumber second, all in favor motion carried.

Section 5.5 Registrar

Start of Season

- Coordinate HA, CAHL, and SCAHL registration forms and cards in a timely manner, ensuring residency, release forms, and birth certificates are in order.
- Prepare summary of players registering at each level (U5 through U21).
- Provide assistance to Treasurer on the collection of fees.
- Provide player lists to appropriate level coordinators and Evaluation Director.

During Season

- Ensure any late registering players are fully registered with HA, CAHL, and SCAHL, and that the appropriate release forms have been obtained prior to a player playing their first game.
- Ensure player cards are distributed to coaches and managers for Provincial playdowns.

End of Season

Ensure tax forms are distributed to members.
Get ready any reports needed for next season

Motion to accept: Angela Beer first, Krista Mainprize second, all in favor motion carried.

Renaming of non-voting positions

Section 5.7 Referee Director change to CIRA Liaison

The Chestermere Referees Association nominates their Referee in Charge for the position of CIRA Liaison. ~~Referee Director~~. The CIRA Liaison ~~Referee Director~~ is responsible for providing qualified referees for league and exhibition games played on CMHA's "home ice". The CIRA Liaison ~~Referee Director~~ is a non-voting member of the Board.

Motion to accept: Krista Mainprize first, Edyta Baker second, all in favor motion carried.

Section 5.10 Communications Coordinator change to Social Media Coordinator

The ~~Communication~~ Social Media Coordinator ensures all members of CMHA are informed of any activities, events, or significant policy changes throughout the season. The ~~Communication~~ Social Media Coordinator is also responsible for ensuring any stories or advertisements in local newspapers are placed in a timely manner. The ~~Communication~~ Social Media Coordinator is responsible for the Tournament Coordinator and the Webmaster.

The Social Media Coordinator reports to the Vice President and is a non-voting member of the Board.

Motion to accept: Angela Beer first, Nathan Revoal second, all in favor motion carried.

Board of Directors

3. Any member in good standing shall be eligible to hold any office in CMHA. ~~with the exception that no Head Coach shall be eligible to hold an Executive Board position or the position of Hockey Development Director~~ Any Executive Board member may be eligible to hold a Head Coaching position when extenuating circumstances arise. These circumstances must be presented by the Hockey Development Director to the level coordinator and the voting members of the Board. Any member may resign at any time by email, fax or in person with written resignation to the President. Any Director or Officer, upon a majority vote of all members in good standing, may be removed for office for any cause which the society may deem reasonable. All CMHA information must be passed on to the successor via paper, thumb drive, CD, or email at the next board meeting.

4. Board of Directors or the "Board", shall mean the general Board of Directors of the Association and includes the Executive and all other Directors/Coordinators of the Association. A member of the board shall be elected at an annual general meeting for a term expiring at the conclusion of the annual general meeting convened in the second year following the year in which he/she was elected to the board.

The President, Registrar, Referee Director, Treasurer, Operations Director, and Ice Director will, as of 2010/2011 season inaugurate a 2 (two) year term along with the AA Director created in 2016, Equipment Director voted in 2018.

This will alternate with the Vice President, Secretary, Fundraising Director, Hockey Development Director, League Director at season 2011/2012 along with the Rockies Hockey League Director created in 2018.

Question on why the change to this Bylaw regarding Head Coach eligibility? Answer, it was updated due to a lack of volunteers that step up for the position.

Motion to accept: Jerry Endall first, Wade Lester second, 1 against, majority in favor motion carried.

Under section 5.2 Vice President

EVENTS COORDINATOR

RESPONSIBILITIES:

Report to Vice President

- Ensure 2 social events are scheduled, one for the first half of the season and another in the second half of the season.
- Ensure that a CMHA representative is at all CRCA and City required events.
- Work with VP to set up parade float.
- Work with VP on Awards night.

Janice Redmond would like to amend the dates for the two social events. Wording to first half to second half updated.

Motion to accept with Janice R suggested update: Jason Mac Neil first, Angela Cranston second, all in favor motion carried

Under section 5.5 Registrar

VOLUNTEER BOND COORDINATOR

RESPONSIBILITIES

- Report to registrar
- Ensure all the volunteer bond paperwork is supplied to each team manager
- Ensure that each team reports monthly on the volunteer bond hours
- Ensure volunteer bond cheques are returned once hours are completed
- Work with teams to have all hours completed before the end of the season

Question on exemptions if they coach and what is included in the volunteer bond? Currently working on the policy.

Motion to accept: Krista Mainprize first, Angela Beer second, all in favor motion carried.

7. Reports of Executive Officers

A. Vice President, Melissa Bucar, attached

- *Ones Shot will do our team photos again.*
- *Thank you to Tricia Van Tol for parade float.*
- *Virtual awards night due to COVID, will be sending out information to the membership on when it will be held.*

B. Registrar, Edyta Baker, attached

C. Treasurer, Angela Cranston, attached

- *One family outstanding for fees. Request from CRCA to pay for remainder of March fees to help them out, the board will be determining in the next month how much we can give them. Casino funds will be recorded as it came in after our year end April 30, 2020.*
- *Question on paying for ice we didn't use due to COVID, are other's doing the same? Yes, there is a program that will match the funds they receive to help offset their loss. Unsure about hockey associations. Are we in a position to do that and how does that affect them? We are able to pay, we budgeted for those funds. Shane can contact Indus and Strathmore to see if they helped them out. Casino funds are down? Yes, due to COVID they are down. Question on Awards night line item in budget. This was based off the previous year's budget, these are costs from last year.*

D. Secretary, Kim Horvath, no report

E. League Director, Chris Segar, no report

F. Ice Director, Ken Santarossa, no report

G. Operations Director, Jeremy Thiemann, no report

H. Director of Hockey Development, Jason MacNeil, attached

I. Pee Wee AA Director, Denica Kapy, attached

J. RHL Director, Deborah Hemsing, attached

K. Fund Raising Director, Kristine Arthur, attached

L. Equipment Director, Nathan Revoal, attached

- *Question around the practice jersey, how we can be fairer with the process? It's based around the policies and allowing coaches and managers to focus on the team and not use resources to find practice jerseys. Are we still with Adrenaline? The contract is over, and we have gone with a new provided 8/33 which is part of Source for Sports, they do most things in house and have more availability for other products.*

- Does leaving Adrenaline affect the free team links apps and they were a sponsor of the app. Team Link is a Canadian owned app like team snap and they work with source for sport. Question do we see cost going down for jerseys and socks? They have increased \$1.03 each for socks. We are looking at backfilling jerseys at contact levels as they do not last as long. Is there a new set for PeeWeeAA? There was a new logo so new jerseys this year, and there were sizing issues previously.

M. Web Master/Communications Coordinator, Nancy Gunn, attached

N. CIRA Liaison, Jeff Long, no report

O. Risk Management, Sabrina Green, no report

P. League Governors, Kory Kish, Erin Friesen, Gary Wilson, no report

Q. Tournament Coordinator, Tricia Van Tol, no report

R. U5/U7 Initiation/Tiny Mite Coordinator, Jody Sikora, attached

S. U9 Novice Coordinator, Krista Mainprize, attached

T. U11Atom Coordinator, Gurp Tumber, no report

U. U13 PeeWee Coordinator, Byron Guss, no report

V. U15 Bantam Coordinator, Shannon Dean, no report

W. U18 Midget Coordinator, Chris Segar, no report

X. U21 Junior Coordinator, Shane Hainstock, no report

Y. U13 Pee Wee AA Coordinator, Kelly Watkins, no report

8. CMHA budget fees for 2020/21 season

CMHA FEE SUMMARY						
	2020/2021			2019/2020		
	CAHL	RHL	Other	CAHL	RHL	Other
U5	\$350			\$400		
U7	\$500			\$600		
U9	\$725				\$800	
U11	\$950	\$750		\$1,100	\$850	
U13	\$1,050	\$800		\$1,200	\$900	
U13 AA			\$2900			\$3,000
U15	\$1,150	\$900		\$1,250	\$950	
U18	\$1,200	\$1000		\$1,350	\$1000	
U21			\$900			\$925

Motion to accept registration fees for 2020/2021 season; Jamie Hadden first, Wade Lester second; all in favor, motion carried. **With the caveat that this will be reviewed due to the ongoing changes with COVID and how it may affect the season and costs.**

Question on what the fees include? Player insurance, registration fee, referee and ice operations costs, games and practices fees. Question on if we do not go to CAHL, we are looking at the budget? Waiting for direction from HA including higher level tryouts. Question on U16 inhouse team this season? Can only try out for U16 league with CAHL, the U15 worked well, and this division will eventually move into the AA model, and we will be going to Strathmore's rule. Four teams in Calgary, Wheatland, Airdrie, Cochrane and Medicine Hat. There is U15 in Edmonton for the past 5 years. Red Deer plays in that one currently, not sure if they will come here as well as Sylvan Lake. Question on fees being change dependent on how hockey proceeds with restrictions? Will have schedule starting August 30 unless there is a huge spike in COVID and can continue to look at budget and possible changes. Question on how many on the team and on the ice at the same time? Currently working on it. Question regarding no cross over for playing other sports? Again, working on it with HA requirements. Question on officials doing crossover games due to new rules from AHS? Provision on multiple sports, can we put them on teams regarding evaluations? Plans on change rooms? Will have more information as of June 30 and it is facility dependent as well. Can get information from CRCA. Question on the younger levels and dressing with car seats ect? We must wait and see what the guidelines will be.

9. Nominate and Vote in new CMHA board members

The following *voting positions* are up for election with a small description of the position.
(2-year positions)

President – Schedule and chair regular meetings and provide leadership for the decision-making process, coordinating the activities of the Board of Directors and interfacing with the members of the CMHA on issues that arise.

Shane Hainstock is letting his name stand for another term. **Albert Snook** has been nominated by Jay Simpson. **Albert Snook has been voted in with a second vote as the first one was tied. Janice Redmon motion to have the ballots destroyed, Shane Hainstock second, all in favor motion carried.**

Treasurer – Maintaining accurate financial records, preparing of invoices and other expenses accrued by CMHA, and proving financial advice and assistance in budget preparation to the Board of Directors. Accounting background preferred.

Angela Cranston will let her name stand but would like to train someone for the second year of the term.

Motion to accept; Alana Grant first, Jerry Endall second, all in favor motion carried.

Ice Director – Ensuring adequate ice allotments are provided to each team and that secured ice times are fully utilized. The ice director shall dispose of any surplus ice only through the CRCA.

Open for a one-year term as Ken Santarossa has to step down. Question on the changes to ice availability? CRCA will tell us what ice they can give us, and we will have to work within their schedule. Question if Indus will give us practice and game ice for the U18 level as we are merging our programs? Yes, they will supply us slots.

Operations Director – Responsible for the Evaluations process, Equipment coordinator and Division coordinators. Responsible to collect the reports from the Equipment coordinator and the Division coordinators, to be forwarded to the President and Secretary.

Jeremy Schneider has been nominated by Melisa Bucar and accepted.

Motion to accept; Angela Beer first, Janice Redmond second, all in favor motion carried.

Registrar – Ensuring all players in the CMHA are registered according to Hockey Alberta requirements. Also aids the Treasurer on matters related to payment of fees. Expected to attend regular meetings and support the decision-making process.

Edyta Baker will let her name stand for another term.

Motion to accept: Nathan Revoal first, Kristine Arthur second, all in favor motion carried.

AA Director - Run the Evaluation process as outlined in section 7 of the CMHA Policies and Procedures. Run the Head Coach selection process as directed by the AA policies. To communicate CHMA events to teams in their division. To report to the board on a regular basis. Attend SCAHL meetings as required and communicate with SCAHL as needed.

Denica Kapyt will let her name stand for another term.

Motion to accept: Alana Grant first, Jerry Endall second, all in favor motion carried.

Equipment Director – This position reports to the Operations director. Responsible for maintaining accurate records of all CMHA owned equipment and jerseys, supervising the storage room, arranging for the purchase of new equipment and repair of existing.

Nathan Revoal is letting his name stand for another term.

Motion to accept: Wade Lester first, Don Morin second, all in favor motion carried.

Rockies Hockey League (RHL) Director – Oversees the house league teams in the RHL. The Rockies Hockey League Director is a voting member of the Board and is required to attend regularly scheduled CMHA meetings and support the decision-making process.

Deborah Hemsing will let her name stand for another term.

Motion to accept: Melissa Bucar first, Angela Cranston second, all in favor motion carried.

League Director - Attend all meetings of CAHL (fines levied for non-attendance). Raise any concerns/issues on behalf of CMHA at the CAHL meetings. Ensure CMHA is apprised of any issues/concerns/changes identified by CAHL. Perform the responsibilities as outlined in the Bylaws of CAHL. The League Director is a voting member of the Board and is required to attend regularly scheduled CMHA meetings and support the decision-making process.

Open for a one-year term as Chris Segar has to step down. Jamie Hadden has volunteered.

Motion to accept: Wade Lester first, Melissa Bucar second, all in favor motion carried.

The following *non-voting positions* are up for election with a small description of the position.
(1-year positions)

U5/U7 Tiny Mite/Initiation Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Tiny Mite/Tyke division.

Jody Sikora is letting her name stand for another term.

Motion to accept: Nathan Revoal first, Tricia Van Tol second, all in favor motion carried.

U9 Novice Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Novice division.

Krista Mainprize is letting her name stand for another term.

Motion to accept: Melissa Bucar first, Denica Kapy second, all in favor motion carried.

U11 Atom Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Atom division.

Gurp Tumber is letting him name stand for another term.

Motion to accept: Kory Kish first, Jerry Endall second, all in favor motion carried.

U13 Pee Wee Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Pee Wee division.

Position Open

U13 Pee Wee AA Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Pee Wee AA division.

Position Open

U15 Bantam Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Bantam division.

Position Open Tricia Van Tol has volunteered.

Motion to accept: Wade Lester first, Nathan Revoal second, all in favor motion carried.

U18 Midget Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the Midget division.

Shannon Dean will let his name stand.

Motion to accept: Jason MacNeil first, Jerry Endall second, all in favor motion carried.

U21 Junior Coordinator – Assist with coach selection and evaluations and team selection. Be the board liaison for the junior division. Be in contact with Hockey Calgary.

Shane Hainstock will let his name stand for another term.

Motion to accept: Jerry Endall first, Kory Kish second, all in favor motion carried.

Risk Management – Ensure the medical kits are stocked up and follow up with any injuries that may happen.

Sabrina Green is letting her name stand for another term.

Motion to accept: Tricia Van Tol first, Edyta Baker second, all in favor motion carried.

Tournament Coordinator – Chair the Tyke Ironman and Bantam tournaments committees. Run any provincial tournaments that CMHA may host.

Position Open **Heather Beattie** has volunteered.

Motion to accept: Jason MacNeil first, Tricia Van Tol second, all in favor motion carried.

League Governor X 3 – Coordinate a division within CAHL

Position's open **Kory Kish** will let his name stand.

Motion to accept: Jerry Endall first, Alana Grant second, all in favor motion carried.

Webmaster/Communications – Maintain the CMHA website at all times. Update all information on the website as it becomes available. Track hits and provide regular reports to the Board regarding usage. Coordinate communications regarding any pertinent CMHA information and email out to membership and/or post on website where applicable.

Nancy Gunn will let her name stand for another term.

Motion to accept: Nathan Revoal first, Jerry Endall second, all in favor motion carried.

Registrar assistant – help registrar, enters information into CAHL and Goal line.

Kristine Arthur letting her name stand for another term.

Motion to accept: Brendan Sheridan first, Melissa second, all in favor motion carried.

Social Media coordinator – Attended all CMHA Board of Directors meetings and ensure any significant information arising is distributed to the members through a monthly new letter. Attend all CRCA meetings noting any issues that may involve the CMHA. Monthly newsletters reports in community newspaper, verbal report for the CMHA AGM.

(If position is voted in by membership) Position Open

Events Coordinator – Report to the Vice President. Ensure two social events are scheduled for October and February each season. Ensure that a CMHA representative is at all CRCA and City required events. Work with VP to set up parade float and awards night.

(If position is voted in by membership) Position Open

Volunteer Bond Coordinator – Report to the Registrar. Ensure all volunteer bond paperwork is supplied to each team manager. Ensure that each team reports monthly on the volunteer bond hours. Ensure volunteer bond cheques are returned once hours are completed. Work with teams to have all hours completed before the end of the season.

(If position is voted in by membership) Position Open **Tamara Gutierrez** has volunteered.

Motion to accept: Wade Lester first, Kristine Arthur second, all in favor motion carried.

CIRA Liason – voted in by the Chestermere Indus Referee Association

10. Question and Answer Period (10 min)

Progress on girl's hockey league in CMHA? It will go on our registration form, starting at U7 level, U9 and U11, looking at internal interest hoping for internal spots filled and if unable will reach out to other associations, Question on auditing of the books by the April 30, why was it not in the agenda? We are thankful that Angela stepped up part way through the season to fill this

vacant position. She is still working through everything that was done by the interim group as well as the computer had to be sent away as it needed to be repaired. Angela is working on it currently. **Motion by Shane Hainstock to have Dean Orlando to do our audit this season, Kristine Arthur second motion carried.**

11. Next Meeting – TBD

Information exchange for new Board members **TBD**

12. Draw for free registration for upcoming season. Denica Kapy drew for free registration and Wade Lester was the winner.

13. Adjournment Kim Horvath 4:36pm